CITY OF FALCON HEIGHTS
Parks & Recreation Commission
City Hall
2077 West Larpenteur Avenue

AGENDA
March 3, 2025 at 6:30 P.M.

A. CALL TO ORDER:

B. ROLL CALL:
Mike Bradbury_____ Eric Brenton_____ Tom Faust_____
Bob Haight_____ Wesley Goldberg_____ Erin Williams_____

COUNCIL LIAISON:
James Wassenberg ____

STAFF PRESENT:
Kelly Nelson____

C. PRESENTATION:

D. APPROVAL OF MINUTES:
1. February 3, 2025– Parks and Recreation Regular Meeting Minutes

E. AGENDA:

1. Community Park Renovation Update
2. City Event Planning

F. INFORMATION/ANNOUNCEMENT

G. ADJOURNMENT:

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CITY OF FALCON HEIGHTS
Regular Meeting of the Parks & Recreation Commission
City Hall
2077 West Larpenteur Avenue

MINUTES
February 3, 2025 at 6:30 P.M.

A. CALL TO ORDER: 6:36 PM

B. ROLL CALL:
Mike Bradbury__X___ Eric Brenton__X___Tom Faust__X__
Bob Haight__X___ Wesley Goldberg__X___ Erin Williams__X___

COUNCIL LIAISON:
James Wassenberg __X__

STAFF PRESENT:
Kelly Nelson__X__

C. PRESENTATION: N/A

D. APPROVAL OF MINUTES:
1. February 3, 2025 – Parks and Recreation Regular Meeting Minutes

Williams motions to approve the Park minutes; approved 6-0

E. AGENDA:

1. 2025 Officer Elections

Bradbury nominates Brenton as Chairperson and motions to approve him. Haight seconds the motion. Motion carries 6-0 to elect Eric Brenton as Chairperson.

Faust would like to be considered for Vice Chairperson. Haight motions to approve Tom Faust to be elected as Vice Chairperson. Motion carries 6-0 to elect Tom Faust as Vice Chairperson.

Williams would like to be considered for Secretary. Wesley motions to approve Erin Williams to be elected as Secretary. Motion carries 6-0 to elect Erin Williams as Secretary.

2. Adopt the Standing Rules

Bradbury asks about point number 3 under Purpose & Duties, which says that the Parks Commission may submit an annual recreation budget to City Council, but wonders if that is done.

Faust suggests adding a mention about community outreach/building.

Bradbury suggests revising the Purpose & Duties into two parts.

Commissioners suggest slight revisions to Purpose & Duties.

Bradbury motions to Adopt the Standing Rules as amended;

3. 2025 Parks and Rec Budget

No decisions are needed; this is merely informative. Nelson shares the 2025 budget sections that pertain to Parks and Recreation such as the budget for City events and rec equipment.

4. 2025 Commission Goals

Commissioners review the current draft of their 2025 goals and propose changes. 2025 Goals are finalized to read:

1. Hold three annual events (Spring Together, Ice Cream Social and Fall Fest) and grow their attendance.
2. Share annual goals with other commissions to foster collaboration and support common goals.
3. Assess the current ice-skating season and finalize a plan for 2025-2026 ice skating facilities for all three parks in April.
4. Identify partners for outsourcing programming and track participation.
5. Make recommendations for amenities and improvements of all parks through annual park audits.
6. Support the completion of a new picnic shelter with concessions and outdoor restrooms and a playground area at Community Park.
7. Conduct feasibility study for Community Garden expansion.

5. 2025 Commission Calendar

Commissioners suggest minor edits to the working agenda calendar, proposing a joint meeting with the Commission Engagement Commission in March or April so that the two commissions may discuss the 2025 City events.

6. Programming Discussion

Commissioners continue discussions about summer programming and encourage Staff to establish partnerships with community agencies to promote their existing summer camps and activities in place of the City offering its own summer programming.

Nelson mentions that as a part of a free winter programming activity from City Hall, it will likely be a tie-in event to welcome St. Anthony Village Police Department as our police agency after their March 1 start.

7. Community Garden

Commissioners discuss the current criteria used to assign garden plots and how the demand far outweighs the supply. Turnover is low and it's slow to get through the wait list.

Goldberg suggests adding an expiration date on new applications for two years. After that, you must reapply.

Williams suggests adding new garden plots where the current playground is at Community Park.

Haight suggests charging rent.
Brenton wonders what it would cost to add water access at City Hall to add plots there.

Commissioners discuss raising the price of garden plots, discussing whether the current rate even covers the cost of water.

Nelson will inquire about pricing to add a water source to service the current playground area at Community Park, should that be identified as a suitable area for future garden expansion, and at City Hall.

Information/Announcement

G. ADJOURNMENT: 8:41 P.M.

Haight motions to adjourn the meeting;
Approved 6-0

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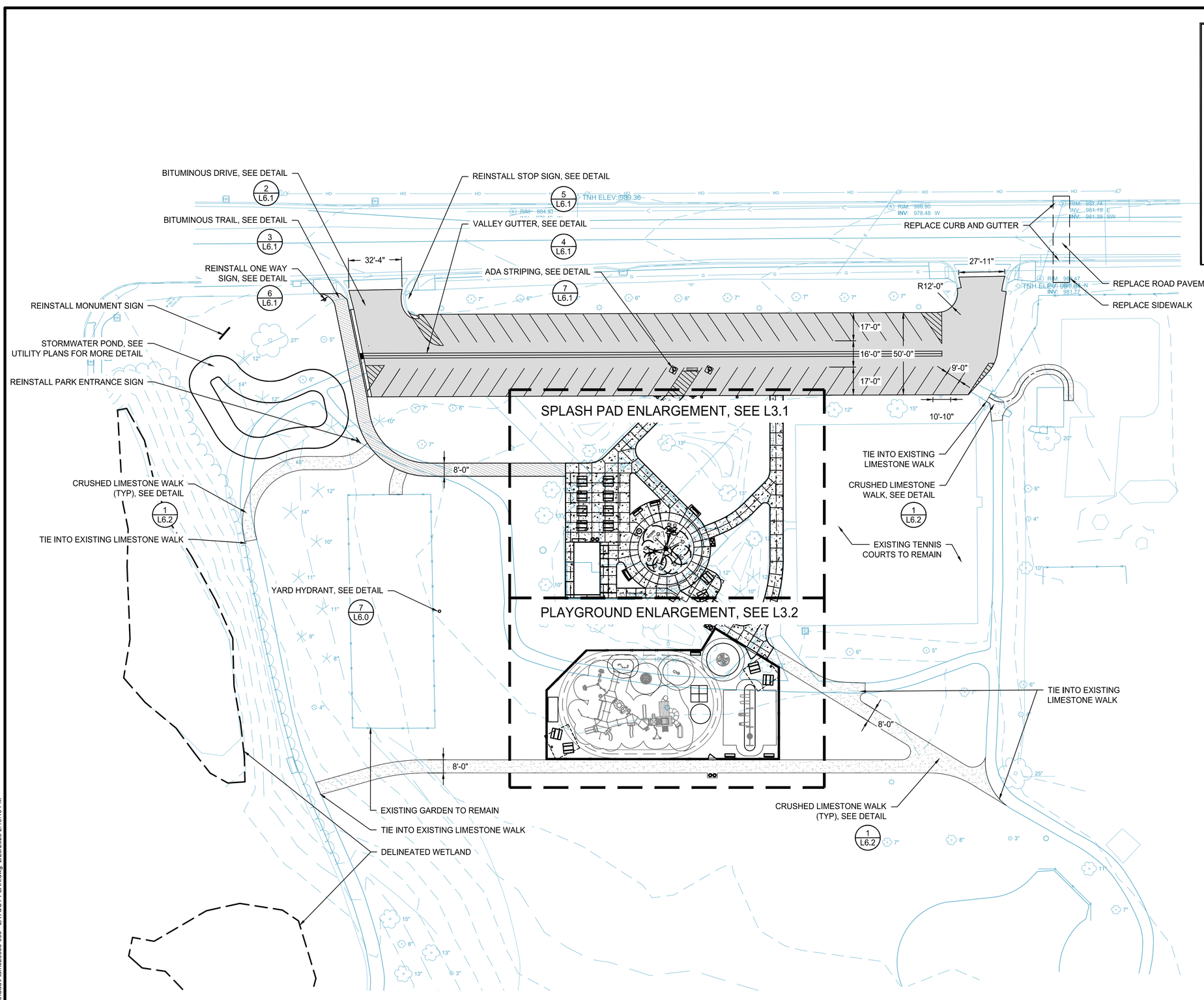
REQUEST FOR COUNCIL ACTION

Meeting Date	March 3, 2025
Agenda Item	E1
Attachment	Renderings, Updated Park Layout; Splash Pads
Submitted By	Kelly Nelson, Administrative Services Director/Deputy Clerk

Item	Community Park Renovation Update
Description	<u>Community Park</u> The City re-evaulated its options when pre-bidding pricing for the proposed new park structure and amenities came in over budget. The City Council decided to move forward with a pre-fabricated restroom/concessions building and picnic shelter. This left room in the budget for other amenities to be added to the park, such as upgrading to a larger playground and adding a small splash pad. Estimates are that the new design will be under budget. The City plans to start construction in the Spring of 2025 with the demolition of the existing building. The restroom/concessions building and picnic shelter would be assembled onsite in summer. These are the latest renderings to show what the final project could look like. The City also received feedback from the community that a splash pad was another highly-desired amenity. As a splash pad may only operate a couple of months out of the year, Staff recommends a design that takes into consideration the expense and maintenance of the equipment as well as one that maintains flexibility in usage of the space. Staff feels a splash pad like Package F most closely considers cost, maintenance and usability of space.
Budget Impact	TBD
Attachment(s)	• Sample Concessions/ Restroom Building Renderings • Park Layout Concepts for Community Park • Splash Pad examples
Action(s) Requested	No action is needed. Staff is sharing the latest renderings and information with the Parks and Rec Commission to keep them informed.



LEGEND

- CONSTRUCTION LIMITS
- EXISTING DECIDUOUS TREE
- EXISTING CONIFER TREE
- LAYOUT CONTROL POINT
- CENTERLINE
- BITUMINOUS DRIVE PAVEMENT
- 4" THICK CONCRETE WALK
- 6" THICK CONCRETE WALK
- BITUMINOUS TRAIL
- TRUNCATED DOMES
- CRUSHED LIMESTONE WALK

1 L3.0 OVERALL LAYOUT

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wsb

SCALE:	DESIGN BY:
AS SHOWN	KMP
PLAN BY:	CHECK BY:
KMP	RAS

ELECTRICAL:

emanuelson-podas
consulting engineers

REVISIONS

NO.	DATE	DESCRIPTION

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ROBERT A. SLIPKA LIC. NO: 44337

DATE:

OVERALL LAYOUT PLAN

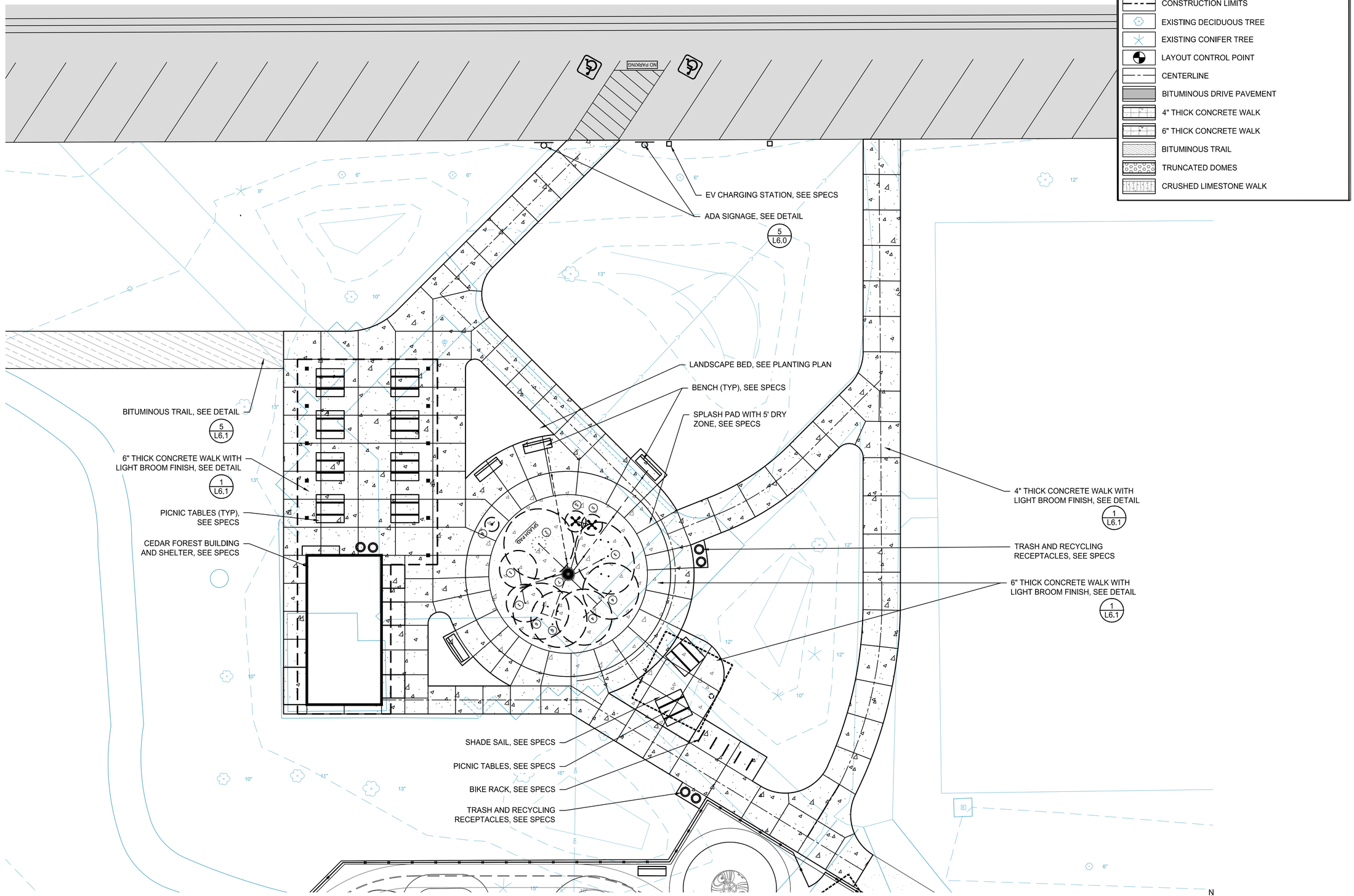
FALCON HEIGHTS COMMUNITY PARK

CITY OF FALCON HEIGHTS, MN

CLIENT PROJECT NO.
XXXXXX

WSB PROJECT NO.
023655-000

SHEET
L3.0



1 L3.1 SPLASH PAD ENLARGEMENT

LEGEND

- CONSTRUCTION LIMITS
- EXISTING DECIDUOUS TREE
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- LAYOUT CONTROL POINT
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- BITUMINOUS DRIVE PAVEMENT
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- 6" THICK CONCRETE WALK
- BITUMINOUS TRAIL
- TRUNCATED DOMES
- CRUSHED LIMESTONE WALK

wsb

SCALE:	DESIGN BY:
AS SHOWN	KMP
PLAN BY:	CHECK BY:
	RAS

ELECTRICAL:

emanuelson-podas
consulting engineers

REVISIONS

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DATE:

SPLASH PAD ENLARGEMENT PLAN

FALCON HEIGHTS COMMUNITY PARK

CITY OF FALCON HEIGHTS, MN

CLIENT PROJECT NO.
XXXXXX

WSB PROJECT NO.
023655-000

SHEET
L3.1

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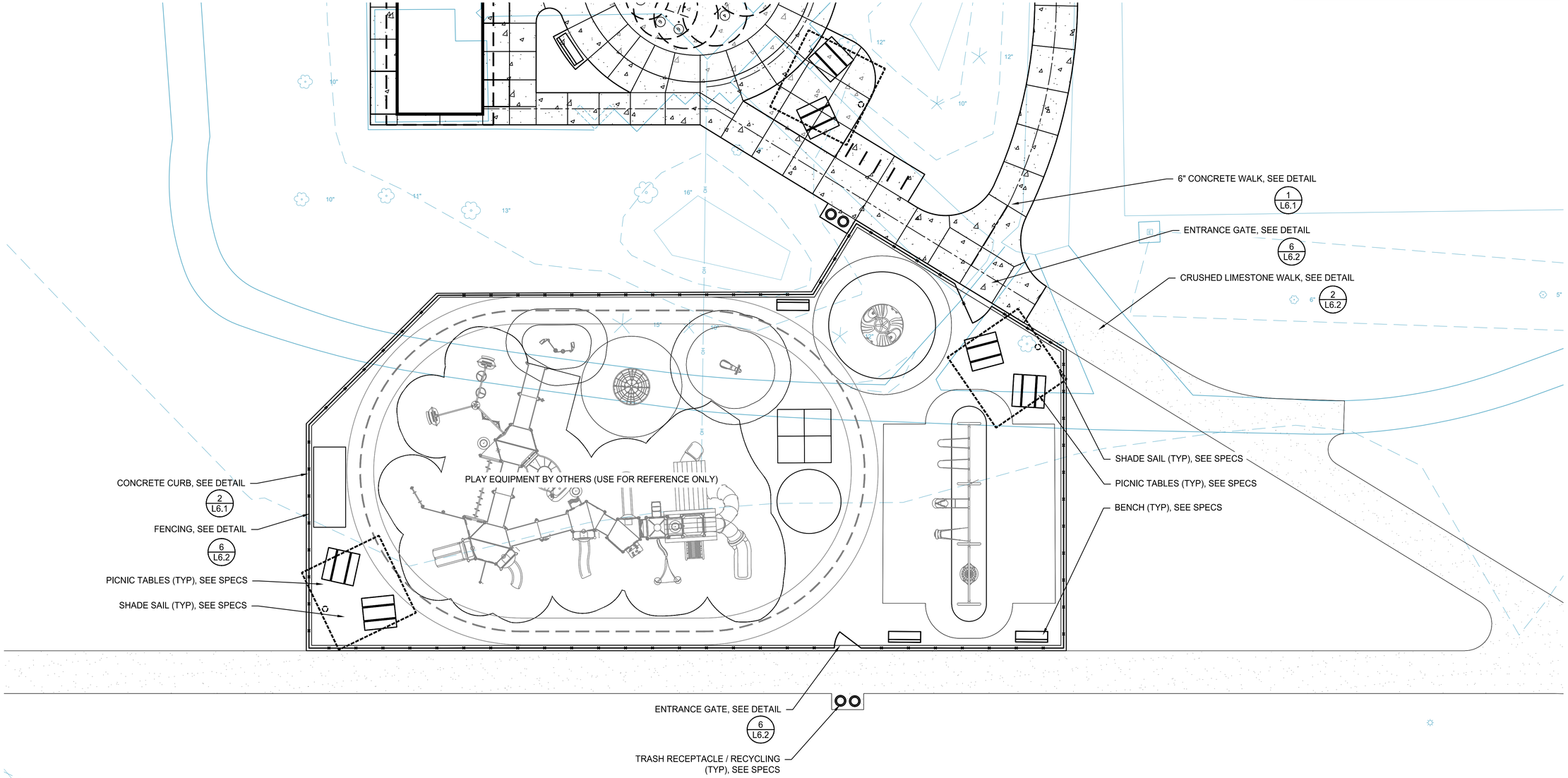

1 L3.1 PLAYGROUND ENLARGEMENT

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ROBERT A. SLIPKA
LIC. NO: 44337
DATE:

PLAYGROUND ENLARGEMENT

FALCON HEIGHTS COMMUNITY PARK

CITY OF FALCON HEIGHTS, MN

CLIENT PROJECT NO.
XXXXXX

WSB PROJECT NO.
023655-000

SHEET
L3.2

PROJECT LIMITS

PROPERTY LINE

ROSELAWN AVE.W

CLEVELAND AVE.N

SAVE EXISTING TENNIS COURTS

SAVE & PROTECT:

- COMMUNITY GARDEN
- LAWN AREA
- BALLFIELD
- TRAIL SYSTEM

PROPOSED UPDATES:

CURRENT PARKING: DUE FOR REPLACEMENT

CURRENT BUILDING: CONDEMNED; DUE FOR DEMOLITION

CURRENT PLAYGROUND: NOT ADA COMPLIANT; DUE FOR REPLACEMENT

CURRENT BASKETBALL COURTS: DUE FOR RESURFACING

Falcon Heights Community Park | Precedent Map

Falcon Heights, Minnesota

December 21, 2023 | WSB Project number: 023655-000

0′ 15′ 30′ 60′ 120′

Scale in Feet

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Falcon Heights Community Park

Falcon Heights, Minnesota

February 20, 2025 | WSB Project number: 023655-000

0′ 15′ 30′ 60′ 120′

Scale in Feet

wsb

K:\023655-000\Graphics\023655-000 Falcon Heights Community Park

Falcon Heights Community Park | Bird's Eye Perspective

Falcon Heights, Minnesota

September 6, 2024 | WSB Project number: 023655-000

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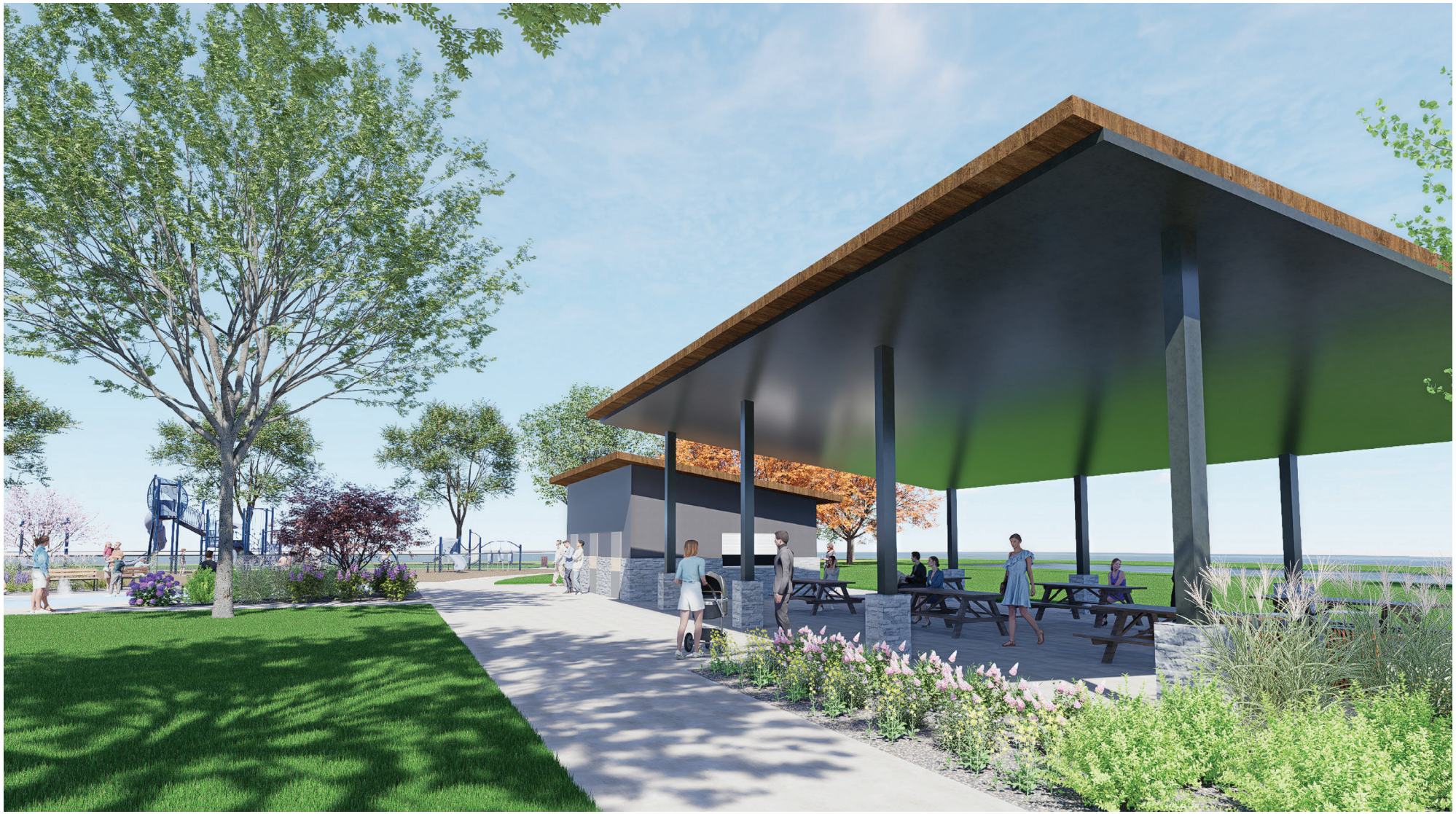

Falcon Heights Community Park | Shelter Perspective

Falcon Heights, Minnesota

September 6, 2024 | WSB Project number: 023655-000

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Falcon Heights Community Park | Restroom + Plaza Perspective

Falcon Heights, Minnesota

September 6, 2024 | WSB Project number: 023655-000

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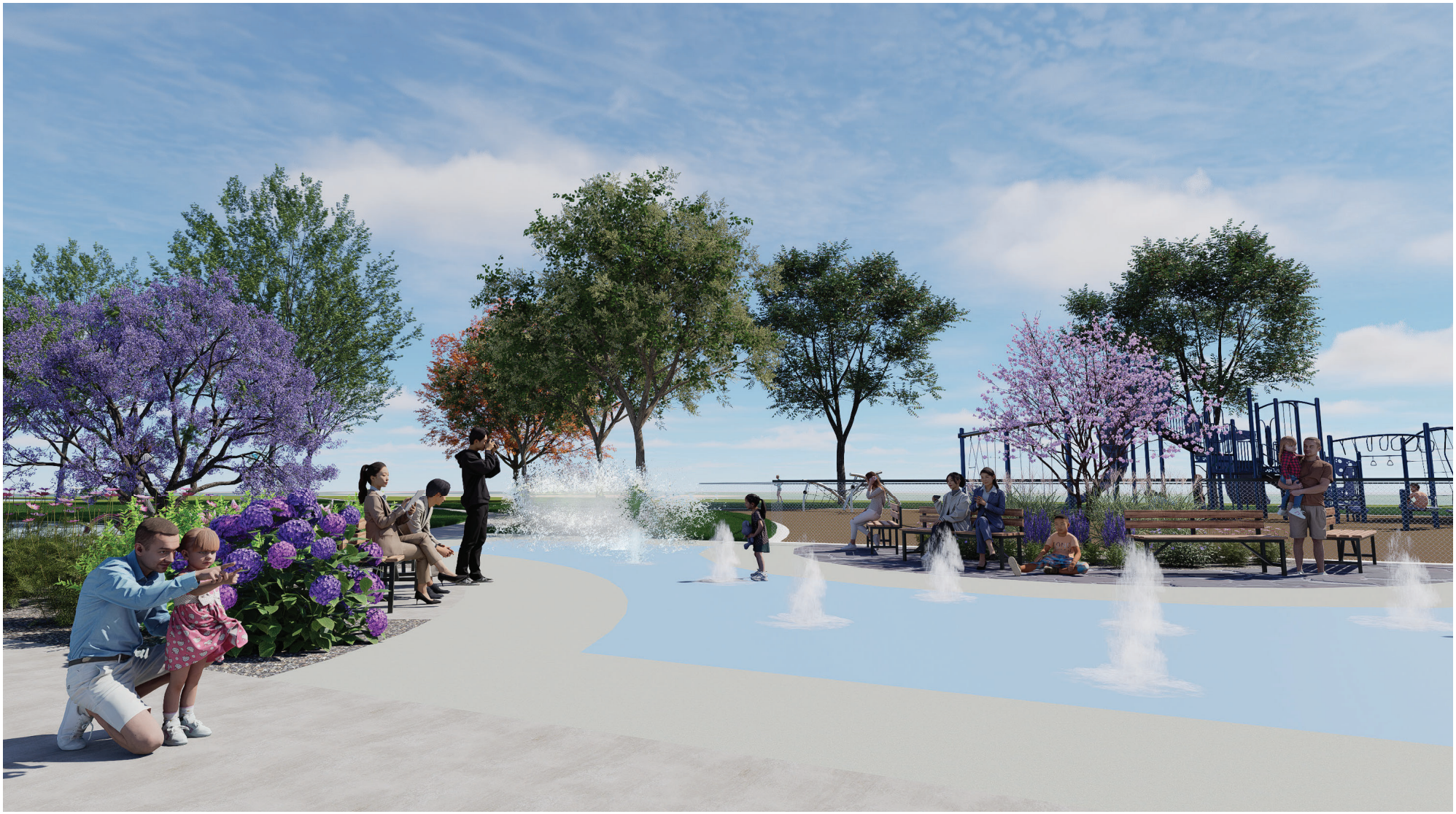

Falcon Heights Community Park | Splash Pad + Playground Perspective

Falcon Heights, Minnesota

September 6, 2024 | WSB Project number: 023655-000

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Falcon Heights Community Park | Splash Pad + Playground Perspective

Falcon Heights, Minnesota

September 6, 2024 | WSB Project number: 023655-000

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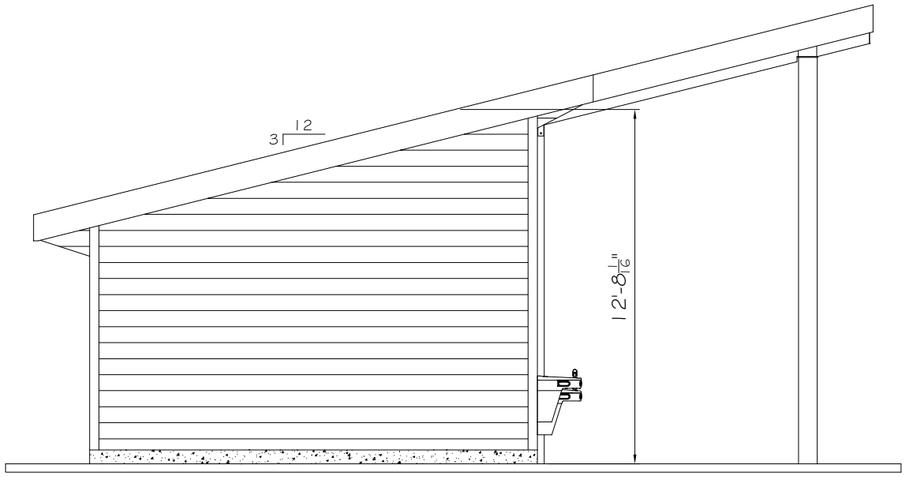
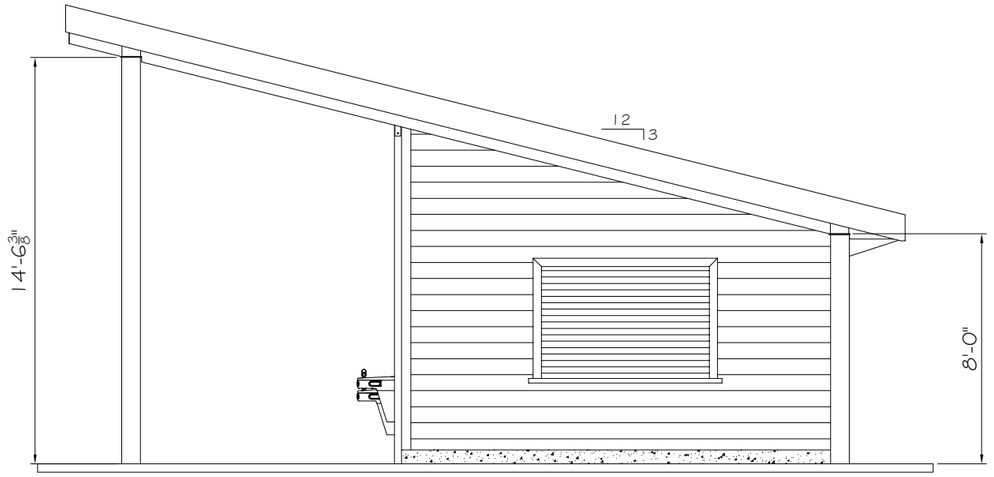
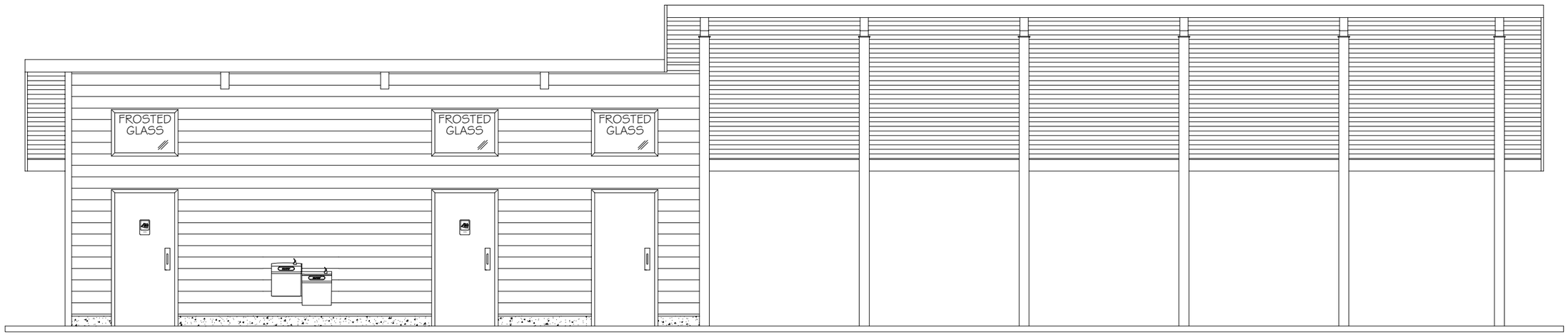


LEFT SIDE ELEVATION



RIGHT SIDE ELEVATION



FRONT ELEVATION

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1. ALL CONSTRUCTION SHOULD MEET STATE & LOCAL BLDG. CODE RQMTS.
2. ASSUMED SOIL BEARING CAPACITY = 1500 P.S.F. ALL FOOTINGS TO BEAR ON UNDISTURBED SOIL.
3. CONSULT WITH A LOCAL REGISTERED STRUCTURAL ENGINEER IF SOIL BEARING CONDITIONS ARE OTHER THAN ABOVE.
4. DESIGN, EXCAVATION AND CONSTRUCTION OF THE STRUCTURE(S) FOUNDATION MUST BE VERIFIED BY A REGISTERED STRUCTURAL ENGINEER.
5. DETERMINE ALL DESIGN LOADS PER LOCAL CODES.
6. CONCRETE TO BE 3,000 P.S.I. COMPRESSIVE STRENGTH IN 28 DAYS.
7. REINFORCING STEEL TO BE A.S.T.M. A-305 DEFORMED.
8. ALL CONSTRUCTION SURVEYING AND FIELD VERIFACATION OF ALL DIMENSIONS.
9. PROVIDE AND INSTALL ALL CONCRETE, REINFORCING STEEL, & ANCHOR BOLTS.
10. UNLOAD ALL TRUCK(S) DELIVERING C.F.P. MATERIALS.
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OWNER INFO:	FALCON HEIGHTS, MN.
DESCRIPTION:	TBM3076-CUS

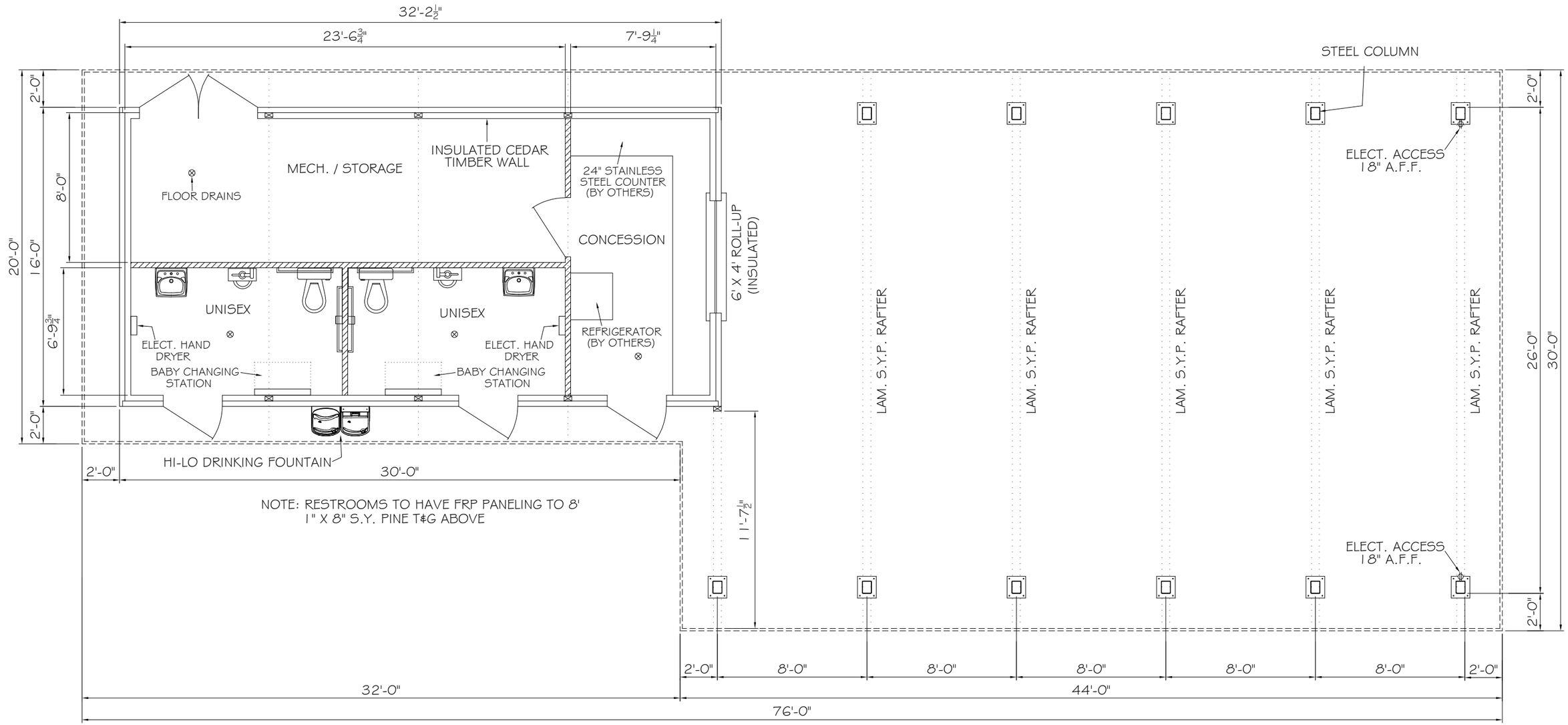
Possible Options:
- ☐ 29ga METAL ROOF
- ☒ STANDING SEAM ROOF
- ☐ CEDAR SHINGLES
- ☐ METAL BASE SHOES
- ☒ STEEL COLUMNS
- ☐ CUSTOM ROOF PITCH
- ☐ LIGHTNING PROTECTION
- ☐ 2 TIER ROOF
- ☐ CUPOLA

REVISION DATES
REV: 12-9-12
REV: 12-18-24
REV: 1-10-25
REV:

18

DRAWING # KLY-1030
DATE: 11-27-24

SHEET: 1 OF 4



FLOOR PLAN

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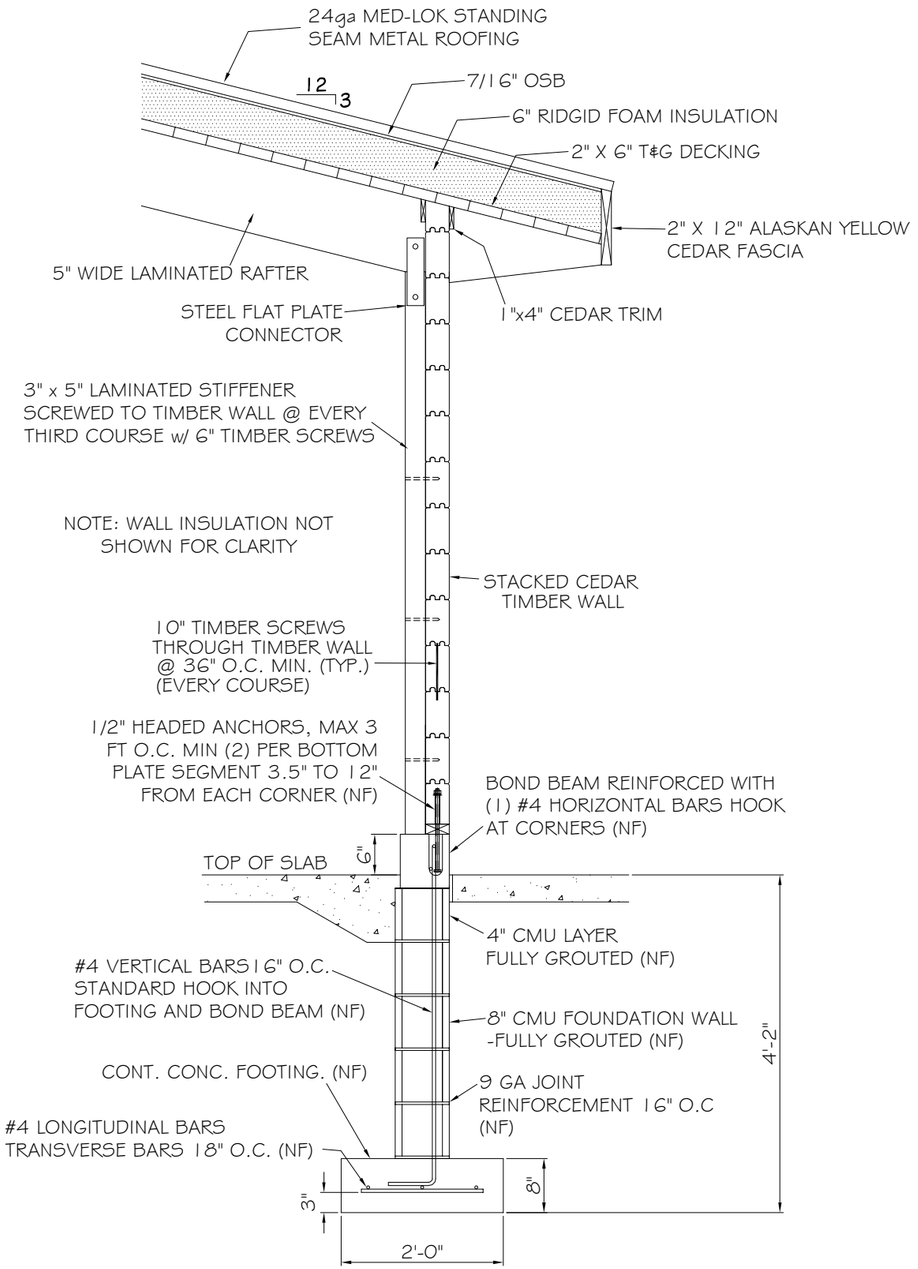
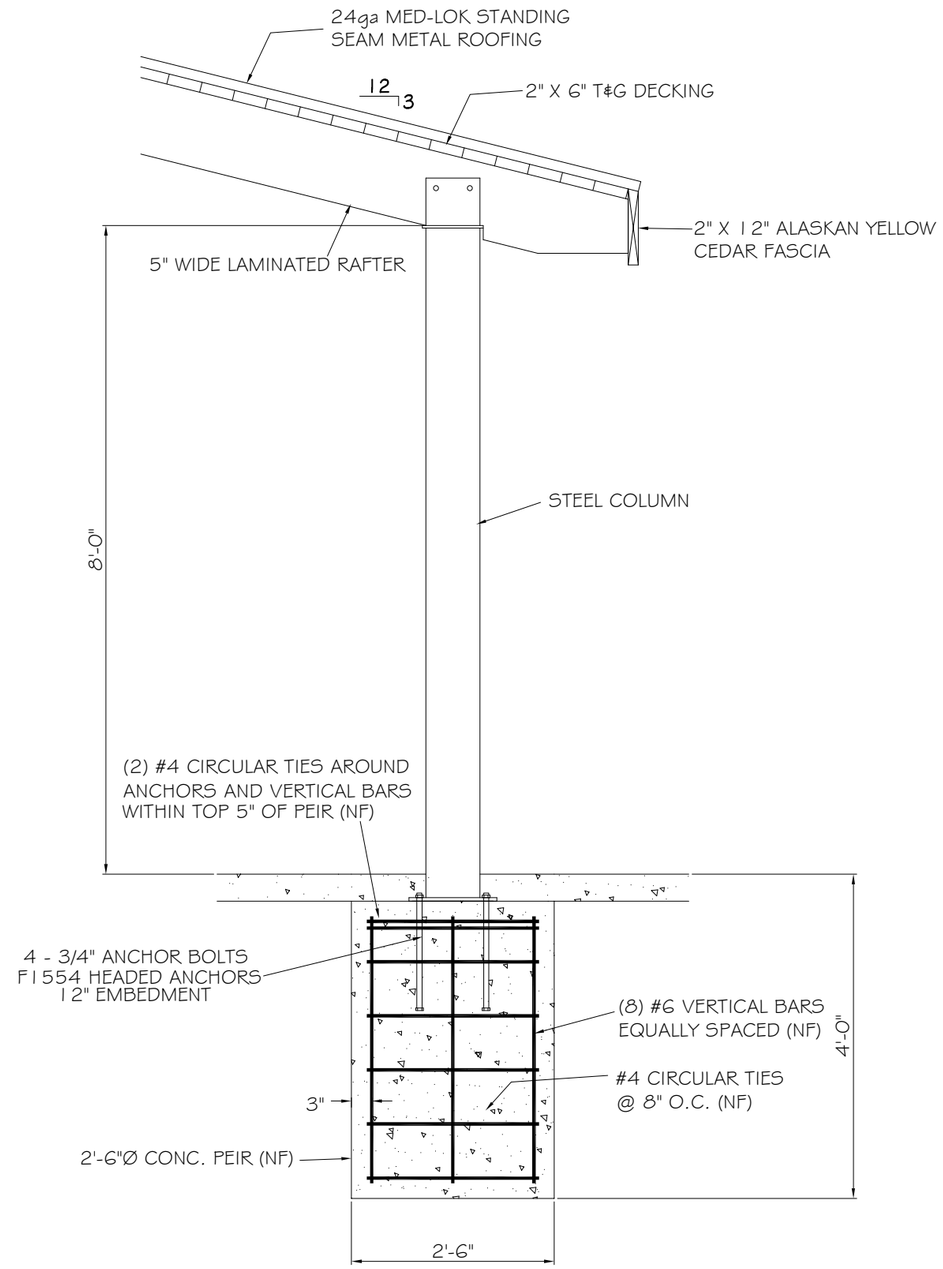
REVISION DATES	DRAWING #	DATE:
REV: 12-9-12	KLY-1030	11-27-24
REV: 12-18-24		
REV: 1-10-25		
REV:		

SHEET: 2 OF 4



CMU FOUNDATION DETAIL

(NF) = NOT FURNISHED BY CFP



CONCRETE PIER DETAIL

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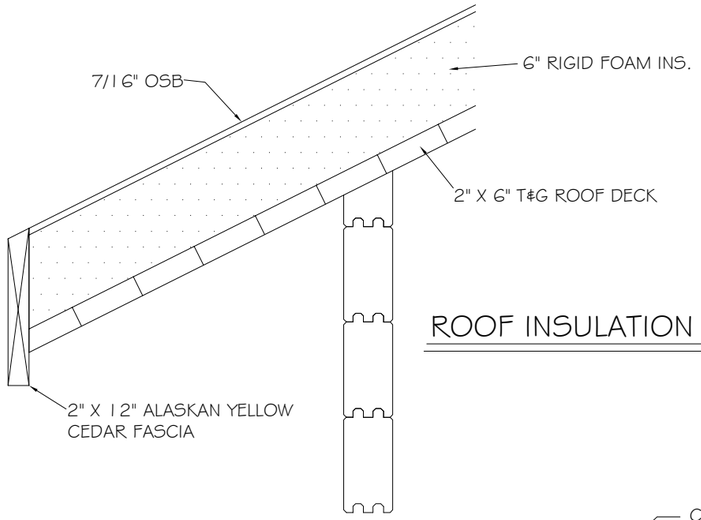
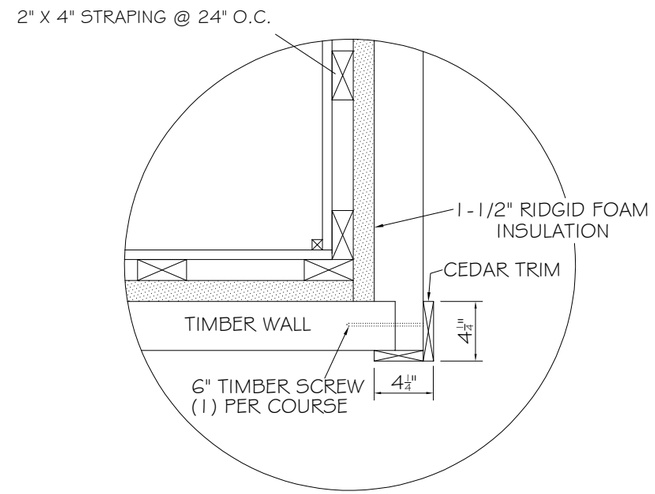
REVISION DATES	DRAWING #	DATE:
REV: 12-9-12 REV: 12-18-24 REV: 1-10-25 REV:	KLY-1030	11-27-24

20

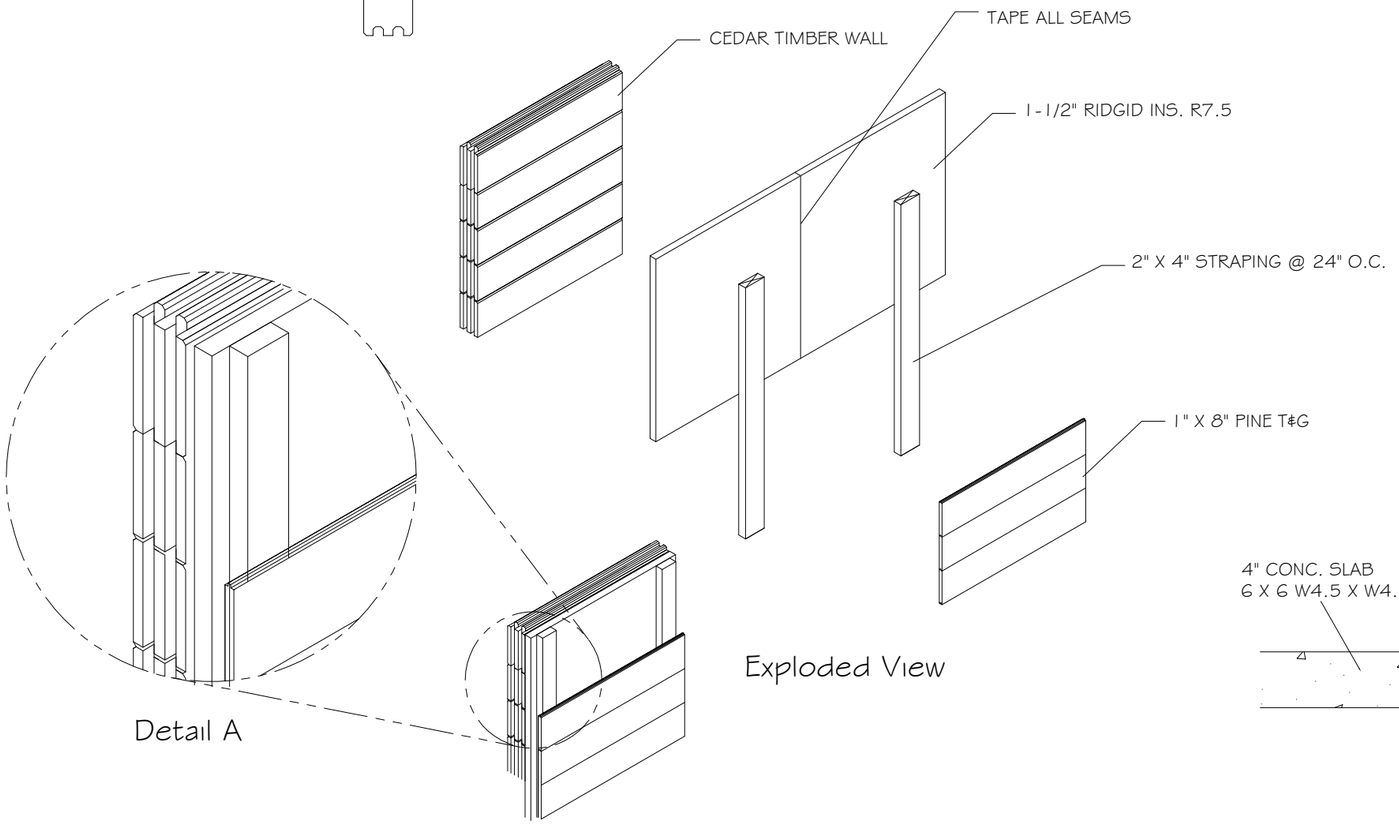
SHEET: 3 OF 4

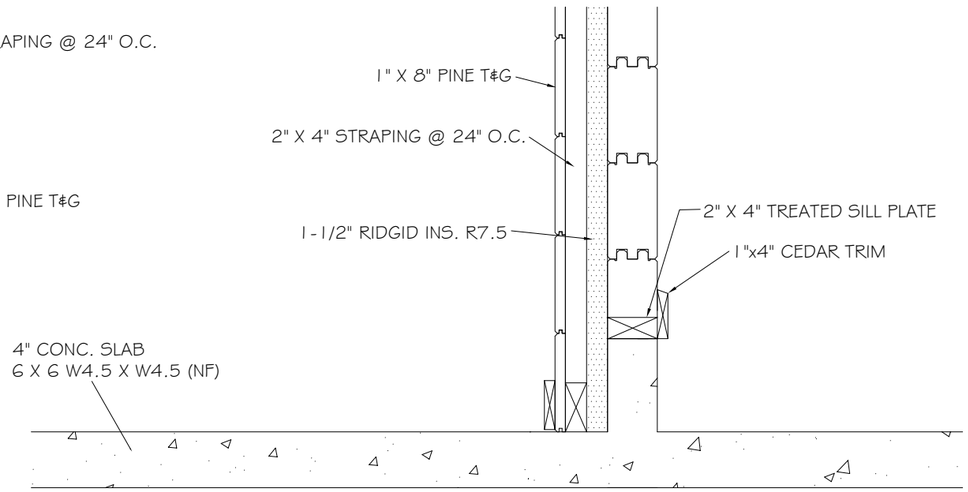


ROOF INSULATION DETAIL



SALEM SQUARE
CORNER DETAIL





TIMBER WALL INSULATION DETAIL

PRELIMINARY
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10. UNLOAD ALL TRUCK(S) DELIVERING C.F.P. MATERIALS.
11. ERECTION OF THE STRUCTURE(S).

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OWNER INFO:	FALCON HEIGHTS, MN.			
DESCRIPTION:	TBM3076-CUS			
Possible Options:	☐ 29ga METAL ROOF	☐ METAL BASE SHOES	☐ LIGHTNING PROTECTION	
	☒ STANDING SEAM ROOF	☒ STEEL COLUMNS	☐ 2 TIER ROOF	
	☐ CEDAR SHINGLES	☐ CUSTOM ROOF PITCH	☐ CUPOLA	

REVISION DATES	DRAWING #	DATE:
REV: 12-9-12	KLY-1030	11-27-24
REV: 12-18-24		
REV: 1-10-25	SHEET:	
REV:	4 OF 4	

21

AquaSmart Package H

Kids can explore a geometric water maze featuring the innovative AquaHedra® and play amidst the gentle misting.

Learn More >

AquaSmart Package G

This sculptural design presents lots of watery surprises as kids navigate the ground sprays and the AquaHedra®.

Learn More >

AquaSmart Package J

Art installation or splash pad? The choice is for passersby interested in cooling down with a fine mist.

Learn More >

AquaSmart Package I

Make a splash with this package that delivers an abundance of water-filled excitement for everyone.

Learn More >

AquaSmart Package L

The inclusion of two HydroLogix® systems delivers big splashes from above and below for kids of all ages.

AquaSmart Package K

Two HydroLogix® systems help double the fun for this inclusive splash pad design.

AquaSmart Package F

A subtle setting packs the fun with water spray action for water enthusiasts of all ages.

Learn More >

AquaSmart Package E

Water splashes and sprays from above and below for a thrilling water escapade.

Learn More >

AquaSmart Package D

Natural surroundings provide delightful water play and beauty to be enjoyed by all ages.

Learn More >

AquaSmart Package C

Pair imaginative hands-on water play activities with a range of water splash elements to create fun for all ages & abilities.

Learn More >

AquaSmart Package B

An oversized garden invites kids to splash their way through the colorful flora and fauna.

Learn More >

AquaSmart Package A

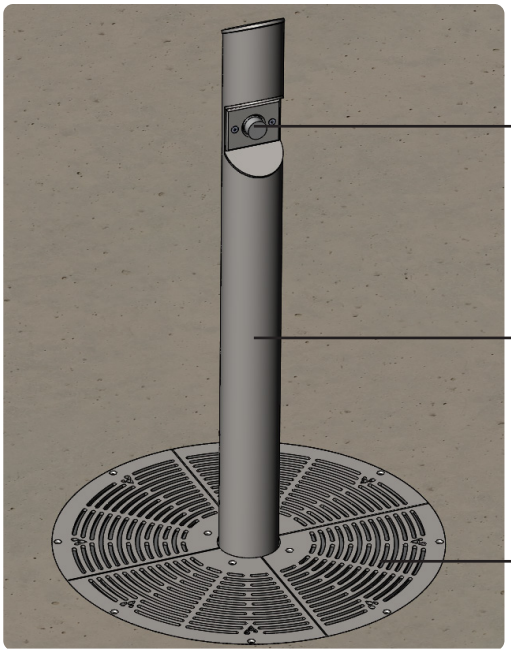
This aqua play design includes multiple water spray features to cool off while staying active.

Learn More >

	AquaSmart Packages		
AQ101129	AquaSmart Package A	$	66,521
AQ101130	AquaSmart Package B	$	73,054
AQ101131	AquaSmart Package C	$	78,904
AQ101132	AquaSmart Package D	$	40,267
AQ101133	AquaSmart Package E	$	68,827
AQ101134	AquaSmart Package F	$	49,329
AQ101135	AquaSmart Package G	$	68,587
AQ101136	AquaSmart Package H	$	65,782

HydroLogix™ Maintenance

PATENTED



Spring Startup:

- Remove winterization covers on jets.
- Remove winterization cover on HydroLogix™
- Open all discharge valves on manifold in HydroLogix™.
- Turn on main water feed to HydroLogix™.
- Press hydraulic activator button to allow water to flow through activator to open jets. Repeat this multiple times to flush out lines and to bleed air from system.
- Install jet covers.
- Press HydroLogix™ activator button and balance flows to jets by adjusting discharge valves on manifold.
- Install grate cover and secure on HydroLogix™.
- Set hours of operation on time clock.
- Estimated time for spring startup, one man 2-4 hours.

Daily Maintenance:

- Check / clean splash pad area if needed.
- Clear nozzles if needed that are clogging.
- Estimated time for weekly maintenance, one man 1-2 hours.

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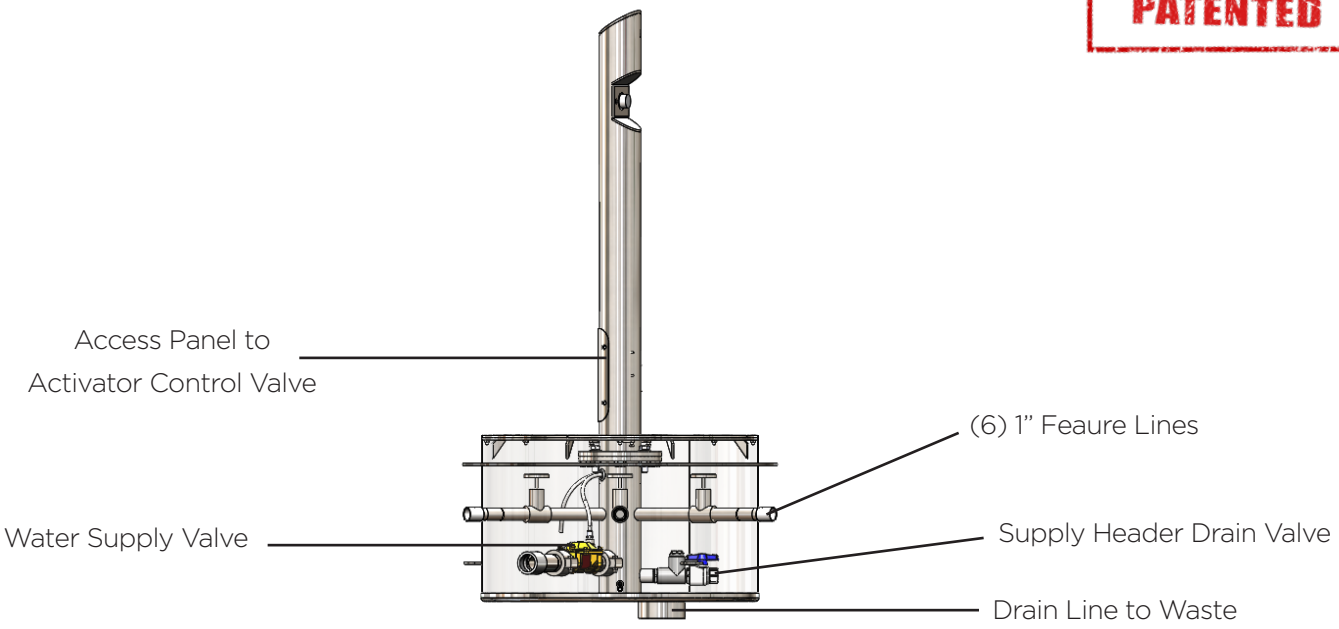
HydroLogix™ Maintenance

PATENTED



Year End Winterization:

- Shut off main water supply.
- Turn off time clock.
- Remove grate cover on HydroLogix™ and store for winter.
- Open all discharge valves on manifold in HydroLogix™.
- Remove drain plug on manifold to drain water out of discharge lines.
- Remove all jet covers and store for winter.
- Connect air compressor hose to drain plug on manifold and blow out all remaining water out of discharge lines until no more water is coming out of all jets.
- Close all discharge valves on manifold and reinstall drain plug on manifold.
- Pour 1/3 gallon of swimming pool antifreeze into each jet as a precaution for remnant water that may remain in plumbing lines.
- Install winterization covers on jets.
- Remove water valve cover and dry out inside of valve.
- At access panel location remove activator control valve cover and dry out inside of valve.
- Install winterization cover on hydraulic activator.
- Estimated time for year-end winterization, one man 4-8 hours.

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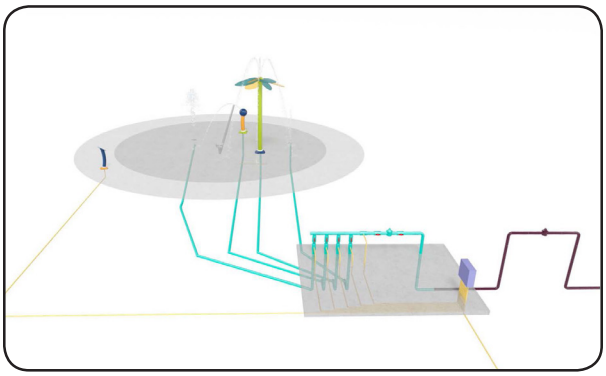
Domestic System Maintenance



Spring Start Up:

- Turn on water service for splash pad.
- Remove winterization covers / plugs.
- Clean structures and spray down pad.
- Test equipment and controls for seasonal use.
- Balance water flows to spray flows.

Labor = 8hrs @ $35hr = $280 seasonal

Daily Maintenance:

- Check / clean splash pad area if needed.
- Clear any nozzles of debris if needed.

Labor= .5hrs per/day= 15hrs per/month @ $35hr=	$525 month
Water Usage:	
120 gal/min x 7 hr/day x 30days= 1,512,000 gal/month @.005=	$7,560 month
Electrical Costs (allowance)=	$15 month
Total:	$8,100 month

Winterization:

Drain water from all plumbing and distribution manifold.
Pour non-toxic anti-freeze into all plumbing.
Install winterization covers / plugs.
Turn off water service.
Turn off electrical service.

Labor= 2 x 8hrs= 16 man/hrs @ $35hr=	$560 seasonal
Anti-freeze Costs= 20 gal @ $8 per/gal=	$160 seasonal
Total:	$720 seasonal

Budgets are estimated and based on owner using staff for all maintenance work.
Water and electrical costs are based on National Avg.

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REQUEST FOR ACTION

Meeting Date	March 3, 2025
Agenda Item	E2
Attachment	2024 Area Events Calendar
Submitted By	Kelly Nelson, Administrative Services Director / Deputy Clerk

Item	2025 City Event Discussion
Description	The City has established dates for its 2025 events. Spring Together will be held from 3:00 to 5:00 PM on May 17 at Curtiss Field. Ice Cream Social will be held from 5:00 to 7:00 PM on July 17 at Community Park (unless park renovation requires event to move to City Hall). The first annual fall festival was held last year from 2:00 to 5:00 PM on October 26. The commission should determine if the date should be moved up to either October 11 or 12, as examples. Commissioners should recommend any time/date changes for events, as applicable, as well as the activities offered onsite. The Parks Commission will request a joint meeting with the CEC in April to work together on the upcoming events and discuss each commission's responsibilities and goals.
Budget Impact	TBD
Attachment(s)	2024 Area Events Calendar
Action(s) Requested	Staff recommends commission members discuss the City's 2025 events.

OCTOBER 2024

SUN	MON	TUE	WED	THU	FRI	SAT
1		1	2	3	4 TC Oktoberfest at Fairgrounds 5 PM - 10 PM	5 Como Park Harvest Fest 3-5 PM TC Oktoberfest at Fairgrounds 12 PM - 10 PM
6	7	8	9	10	11	12
13	14	15	16	17 NO SCHOOL	18 NO SCHOOL	19
20	21	22	23	24	25	26 Roseville Halloween Spooktacular 1 PM -4 PM Gibbs Farm Trick or Treat Trail Noon - 6 PM
27	28	29	30	31		